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CENTRAL INTELLIGENCE AGENCY

WASHINGTON 25, D. C.

OFFICE OF THE DIRECTOR

17 December 1964

MEMORANDUM FOR ALL EMPLOYEES

SUBJECT : Educational Aid Fund

REFERENCE: HN 18-11, dated 25 May 1964; Subject: Educational Aid Fund

1. The Board of Trustees is extremely gratified by the contributions Agency employees have made to the Educational Aid Fund. The amount of money contributed exceeded the preliminary estimate, and I wish I could personally thank everyone who contributed.

2. As stated in referenced Notice, the primary purpose of the Educational Aid Fund is to provide scholarship aid for qualified dependents of present and former Agency employees who wish to pursue educational programs in regionally accredited institutions of higher learning in the United States. Now that some money is available, the Board of Trustees plans to issue a call for applications in January 1965 so that grants may be awarded after 1 July 1965.

3. However, the Board is not content to be limited by the funds now available and plans to conduct a vigorous fund-raising campaign outside the Agency. To help set the fund drive goal accurately the Board wants to plan its schedule of grants for the next several years. In order that the schedule be realistic and that provision can be made to extend grants to the maximum number of students, the Board of Trustees needs the cooperation of all employees who intend to apply for educational aid. Please answer the questions on the attached form and return it today to the Executive Secretary, Room 811, 1000 Glebe.

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4. Because there is a limitation on the funds available for grants, there can be no assurance, of course, that all students who apply to the Educational Aid Fund will receive a grant. Formal consideration will be given all applicants, and grants will be made to the best qualified students using financial need and scholastic ability as primary eligibility criteria. Meanwhile, it is essential that the form below be filled out and returned immediately.

FOIA(b)(7)

Lyman B. Kirkpatrick
Chairman, Board of Trustees
Educational Aid Fund

Please complete form, tear off at dotted line, and return

TO: Executive Secretary, EAF
811, 1000 Glebe

1. a. I have children who, I anticipate, will be accepted in a regionally accredited college.
b. I will be interested in applying to the Educational Aid Fund on the basis of demonstrated financial need for (number of) children.
2. I expect to apply to the Educational Aid Fund for financial assistance in 1965.
Yes No (If yes, answer following) Number of applications
3. I expect to apply to the Educational Aid Fund for financial assistance during 1966-70. Yes No (If yes, answer following) Number of applications

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